

GEORGIA BOARD OF FUNERAL SERVICE
Board Meeting Minutes – June 9, 2026
Professional Licensing Boards Division of the Secretary of State
3920 Arkwright Rd., Suite 195, Macon, Georgia 31210

Members Present:

- Bryant Hightower
- Shanna Jackson Sheats, President
- Felicia Wimberly
- Tommy Davis
- Bradley Anderson

Others Present:

- Brad Coman, Executive Director
- Melanie Foster, Licensing Supervisor *
- Kristin Mitchell, Board Support Specialist
- Robyn Henley, Licensing Analyst
- Craig Pake, Assistant Attorney General

Members Absent:

- Joe Westbury

* *via teleconference*

Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.

Shanna Jackson Sheats, President, noted that a quorum was present, called the meeting to order at 10:06 a.m., and declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§50-14-1 et seq.

OPEN SESSION

Agenda

Bryant Hightower moved, Bradley Anderson seconded, and the Board voted to approve the June 9, 2026, meeting agenda.

Minutes

Bryant Hightower moved, Tommy Davis seconded, and the Board voted to approve the May 12, 2026, Open Session and Executive Session meeting minutes.

Ratification List

Licenses Issued 5/8/2026 – 6/3/2026 (Total – 31): Tommy Davis moved, Bryant Hightower seconded, and the Board voted to ratify the licenses issued between meetings by application and reinstatement in accordance with Board Rules and Policies.

License #	Licensee	License #	Licensee
EMB026748	Catherine Grace Barefield	EMB026752	Denishea Ashae Richardson
FD009927	Catherine Grace Barefield	FSA007460	April Foster
FSA007454	Aja Dianne Miley	FEST002194	Serenity Funeral Home & Cremation Services of Hinesville Georgia
FSA007455	Therica Johnson	EMB026751	LaShonda Denise Cox
EMB026749	Grace Elaine Adams	FD009930	Denishea Ashae Richardson
FD009928	Grace Elaine Adams	FD009931	Jennifer Rose Schlueter
FSA007456	Crissy Idella Sharpe	FSA007461	Marshia Q. Ferguson
FSA007457	Shermain Qunita Neloms	EMB026753	Jennifer Rose Schlueter
FSA007458	Ashton Morgan Jackson	FSA007462	Brione Rozier
FSA007459	Anthony Bernard Payne	FSA007463	Mariah Carter
EMB026750	Baily Caroline Carter	FSA007464	Rossi A Hines
FD009929	Baily Caroline Carter		

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License #	Licensee	License #	Licensee
FSA007465	Ayako Murray	FSA007467	Richard Keith Lindsey
FSA007466	Isiahia Precious Guyton	FSA007468	Damika Lizette-Shonta Glov
EMB026754	Nataly Mejia Rodriguez	FSA007469	Mykal Ashton Thomas
FD009932	Nataly Mejia Rodriguez	FSA007470	Brooke Diana Hall

EXECUTIVE SESSION

Tommy Davis moved, Bryant Hightower seconded, and the Board voted to enter Executive Session at 10:08 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, for the purpose of conducting applicant interviews, discussing and reviewing applications and complaints, and to hear the Attorney General's report.

At the conclusion of Executive Session, Shanna Jackson Sheats, President, declared the meeting to be "open" pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq., at 3:24 p.m. No votes were taken during Executive Session.

OPEN SESSION

Bryant Hightower moved, Tommy Davis seconded, and the motion was carried by the Board to ratify the following recommendations made during the Executive Session:

Appointments

Appearance # 4738717 – W.A.S.G.C.C. – Change of FDFCC – Approve with the use of two 90-day grace periods.

Appearance # 4732594 – M. A. Boston Mortuary DBA Bostons Cremation Services of Atlanta – Crematory with Shantel Fleming as FDFCC – Approve.

Appearance # 4634815 – C.C. – Crematory – Approve pending receipt of a zoning certificate.

Appearance # 4747307 – E.S.F.H. – Change of FDFCC – No show. Reschedule to next meeting.

Appearance # 4737343 – S.C.C.S. – Change of FDFCC – No show. Reschedule to next meeting.

Appearance # 4740420 – Grissom-Clark Funeral Home – Reinstatement with change of FDFCC from Clark Issac to Veneka Williams – Approve.

Applications

Application # 4661794 – Y.L.M. – Change of Location – Table for receipt of passing closing inspection.

Application # 4740937 – O.V. – Embalmer by Reinstatement – Approve with a public Consent Order to include a \$500 fine for failure to disclose arrest history.

Application # 4751971 – Little & Davenport Funeral Home Crematory – Change of FDFCC from Ben Mason to Austin Houston – Approve.

Application # 4714686 – M.M. – New Establishment – Table for applicant interview and passing preliminary inspection.

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Application # 4413942 / 4423760 – R.M.E. – Funeral Director / Embalmer by Endorsement – Approve with a letter of reservation with requirement that applicant provide proof of compliance with terms of order.

Application # 4743598 – H.T.M. – Reinstatement – Approve with a Letter of Concern to facility for period of unlicensed practice/failing to maintain the license in an active status.

Complaints:

FUN260131 – Close – No jurisdiction. Refer to Consumer Protection Division of Attorney General's Office.

FUN260133 – Table – Refer to Inspections to obtain copy of death certificate and certificate of cremation.

FUN260163 – Table – Schedule cognizant interview.

FUN260171 – Close – No violation.

FUN260180 – Refer to Inspections to obtain statement from FDFCC and copy of biohazard removal contract and/or removal manifest.

FUN260138 – Close with a Letter of Concern regarding right to disposition and legal obligation to pay for services leading to delays in disposition.

FUN260179 – Close with a Letter of Concern to FDFCC regarding best practices involving properly releasing confidential information.

FUN260165 – Close – Matter resolved.

FUN260177 – Close – No violation.

FUN260050 – Amend previous motion to summarily suspend or revoke facility licenses for knowingly making misleading, deceptive, untrue, or fraudulent representation in the practice of funeral directing or embalming or in any document connected therewith and operating unlicensed/without an FDFCC.

Executive Session Other Business

F.C.C.F.A.R.S. – Change license to facility closed.

J.H.T.F.H. – Close – Change license to facility closed and notify Secretary of State's Office regarding potential preneed violations.

S.G.C.S. – Table to next meeting.

Y.L.M. – Close – To be addressed through the Change of Location application.

M.F.H. – Refer to Inspections for another closing inspection.

P.C. – Board reviewed update from Inspections.

Attorney General's Report

The Board reviewed and accepted the Attorney General's report, which included information on any cases referred for action and requests for advice.

FUN260061 – Schedule cognizant interview before the full Board at next meeting.

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FUN250161 – Schedule for cognizant interview before the full Board at next meeting.

FEST001021 – Withdraw reinstatement application for the facility as incomplete as FDFCC candidates' individual licenses have lapsed.

Continuing Education – Bryant Hightower moved, Tommy Davis seconded, and the motion carried by the Board to accept the Continuing Education Committee's recommendations to approve the following continuing education courses as presented:

Provider	Course	Points
The Independent Funeral Group	Four Units, Four Personalities- Part 1	1
The Independent Funeral Group	Designing Your Cremation Workflow	1
The Independent Funeral Group	Four Units, Four Personalities- Part 2	1
NFDMA	Building Trust Before They Walk Through the Door	1
NFDMA	The AI Immersive Experience	2
NFDMA	Membership Has Its Perks- Professional Memberships as a Business Asset	1
NFDMA	Where Personal Meets Professional- Leveraging Your Digital Influence	1
NFDMA	Natural Organic Reduction Explained - A Professional Overview	1
NFDMA	Advanced Reconstructive Techniques	1
NFDMA	The Untapped Value of Human Connection	1
NFDMA	The Excellence Blueprint	1
NFDMA	Risk Management- Core HR Compliance	2
NFDMA	Compassion, Clarity, and Care- Elevating the Funeral Service Experience –	1
NFDMA	From Training to Trust- Reducing Operational Risk in Funeral Service	1
NFDMA	Exhibition Hall	1
GFDA	2026 GFDA Summer Convention - Past Presidents Breakfast	1
GFDA	2026 GFDA Summer Convention - How to Enhance the Customer Experience and the Value it Brings to Your Organization	1
GFDA	2026 GFDA Summer Convention - Strategic Debt Turning Leverage into Growth	1
GFDA	2026 GFDA Summer Convention - Loss Exposures and Risk Management for Funeral Services and Fire Safety Prevention	1
GFDA	2026 GFDA Summer Convention - NFDA Funeral Rule and Legal Update	2
GFDA	2026 GFDA Summer Convention - Business Meeting	1
Wilbert Funeral Services	The ROI of Safety and Compliance How to Lower OSHA Fines and Insurance Premiums	1
Wilbert Funeral Services	Foundational Funeral Law Cases	1
NFDA	Solving the Talent Crisis in the Funeral Industry How to Attract, Retain and Empower Your Workforce	1
CANA	CANA's 108th Convention 2026	9

OTHER BUSINESS

Docketed Orders – Tommy Davis moved, Bryant Hightower seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License/Application #	Docket #	City
OAFM	Pollard and Moore Funeral Home	FEST002069	2026-0530	Atlanta
OAFM	Jackson Funeral Home	FEST001537	2026-0568	Monroe
OAFM	Jackson Funeral Home	FEST001537	2026-0568	Monroe
OAFM	Sandy Springs Chapel Inc	FEST000421	2026-0571	Sandy Spring
OAFM	Jones Funeral Home	FEST001001	2026-0570	Tunnel Hill
OAFM	Alfred F. Wilson Funeral Home	FEST000622	2026-0560	Villa Rica

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Type	Licensee	License/Application #	Docket #	City
Consent Order	Thornton Funeral Home	FEST000541	2026-0435	Hazlehurst
Consent Order	Meadows Mortuary	FEST000875	2026-0567	Atlanta

Facility Change of Ownership:

The Board reviewed the following changes of ownership:

Facility	License #	Seller	Purchaser	Notification Date
Brunswick Memorial Park Funeral Home	FEST001566	Richard Parker	Brunswick Funeral Operations, LLC	5/11/2026
Wages & Sons Funeral Home Gwinnett Chapel	FEST001522	Jeffrey Wages	PLC - GA Assets LLC	9/22/2025
Wages & Sons Funeral Home	FEST001123	Jeffrey Wages	PLC - GA Assets LLC	9/22/2025
Atlanta Crematory	CREM000004	Jeffrey Wages	PLC - GA Assets LLC	9/22/2025

Grace Period Request:

The Board reviewed a grace period extension request from Cook Brothers Funeral Directors and Cremations (FEST002078) regarding the loss of the Funeral Establishment due to a fire on January 18th. Bryant Hightower moved, Tommy Davis seconded, and the Board voted unanimously to approve another 90-day grace period to operate out of Willie A Watkins Funeral Home (FEST001806) while reconstructing the previous location with the requirement that the facility provide the Board with an update before the end of the grace period and request another grace period at that point if one is needed.

Bryant Hightower motioned, Tommy Davis seconded, and the Board voted unanimously on the following 2nd 90-day grace period request:

Type	Decision	License / App #	City	Expiration
Knight Mortuary Services, LLC	Approved	FEST002116	Jonesboro	9/10/2026
Donehoo-Lewis Funeral Home	Approved	FEST001003	Hapeville	9/9/2026
Moss-Stovall-Neal Funeral Home Inc.	Approved	FEST001050	Toccoa	8/17/2026

Certificate of Active Supervision:

The Board reviewed the certificates of active supervision from the Governor's office, dated May 14, 2026, for amendments to Board Rules 250-1-.04, 250-4-.03, 250-4-.04, 250-5-.10, 250-5-.11, 250-5-.12, 250-6-.01, 250-6-.02, 250-6-.05, 250-6-.06, 250-6-.08, 250-6-.09, and 250-6-.10. The rules have been approved, to become effective on June 10, 2026.

Executive Director's Report:

The Board reviewed the Executive Director's report, which provided the Board with statistical data relevant to the processing of applications and complaints/compliance matters.

There being no further business, Shanna Jackson Sheats, President, declared the meeting adjourned at 3:49 p.m.

The next meeting of the Georgia Board of Funeral Service will be held Tuesday, July 14, 2026, at 10:00 a.m. at the Board office at 3920 Arkwright Rd. Suite 195, Macon, Georgia.

Minutes recorded by: Kristin Mitchell, Board Support Specialist
Minutes reviewed and edited by: Brad Coman, Executive Director
Minutes approved on: July 14, 2026.


Shanna Jackson Sheats, President


Brad Coman, Executive Director

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

The Georgia Open Meetings Act, O.C.G.A 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specified exemptions relied upon. O.C.G. A. 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meetings in question.

Comes Shanna Jackson Sheats, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Georgia State Board of Funeral Service
2. I am over the age of 18 and in other aspects competent to make this sworn statement. acknowledge that I am giving this statement under oath and subject to penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On June 9, 2026, this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of members present voted to close the meeting or a portion hereof of the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for closure of this meeting was: O.C.G.A. 43-1-2(k).
5. The subjects discussed and the underlying facts supporting the closing of this meeting are as follows:

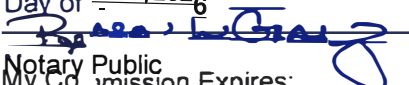
Applications and other personal information submitted by the applicants, information, Favorable or unfavorable, submitted by a reference source concerning an applicant; and Deliberations of the Board with respect to an application, an examination, a complaint, an Investigation, or a disciplinary proceeding.

FURTHER THE AFFIANT SAYETH NOT.


PRESIDING OFFICER

Sworn to and subscribed before me this 9th

Day of June, 2026


Notary Public
My Commission Expires



RENEA L. GRAY
Notary Public, Georgia
Houston County
My Commission Expires
June 01, 2027